



CVA LEVEL III EXAM APPLICATION

III I

Updated November 18, 2025

PLEASE PRINT IN BLUE OR BLACK INK

APPLICANT'S INFORMATION

First Name: _____ Last Name: _____

Personal Email Address: _____

Address: _____

City: _____ State: _____ Postal Code: _____

Phone: (_____) _____

Date of Birth (applicants must be 16 years old to take CVA Exam) _____

APPLICANT AGREEMENTS

Please initial each agreement:

_____ I agree that I have completed the required clinical hours as required by the Vermont Veterinary Medical Association (VVMA) for the Certified Veterinary Assistant™ (CVA) Level III certification

_____ I understand that my certification is valid for two (2) years after passing the CVA Level III exam and that it is my responsibility to renew my certification annually and, if I do not, my certification will be terminated.

_____ I understand that if an email is provided on this application that becomes invalid, I will have to update my VVMA account with a valid email address in order to access my certification.

_____ I understand that if I mark "Do Not Mail" or "Do Not Email" on my TVMA account, I will not get renewal reminders and that it is my responsibility to keep track of my renewal date.

Applicant's Signature: _____



APPLICANT'S NAME

Name: _____



CVA LEVEL III CLINICAL HOURS & SKILLS VALIDATION

DVM/CREDENTIALLED TECHNICIAN'S INFORMATION

Exam Type: (Check One): Online Paper

Supervisor Title: (Check One): DVM Credentialed Technician* (*CVT, RVT or LVT supervision allowed out of state)

Supervisor's First Name: _____ Last Name: _____

Clinic Name: _____

Clinic Address: _____

City: _____ State: _____ Postal Code: _____

Clinic Phone: (_____) _____ Email: _____

Period of Observation: From Date: _____ To Date: _____

Supervisor's Signature: _____

By affixing my signature above, I certify that the applicant named above has worked under my supervision for 1000 hours and demonstrated competency in the behaviors and skills checked herein, and I recommend that this applicant be considered for certification at Veterinary Assistant Level III.

Please contact Katherine Gray, DVM, for additional information at Katherine.gray@vtvets.org or 802-878-6888



APPLICANT'S NAME

Name: _____



LEVEL III SKILLS VALIDATION CHECKLIST

(MUST BE SUPERVISED AND CHECKED OFF BY DVM OR CREDENTIALLED VETERINARY TECHNICIAN ONLY)

NOTE: All competencies must be either **performed** or **described** by the applicant, even if a certain topic/species is not seen by the practice.

Applicant has demonstrated reasonable proficiency or competency in the following work requirements:

Date	Supervisor's Initials	Skill
		Spell and define the veterinary medical terms listed in Appendix A
		Demonstrate a knowledge of basic sanitary procedures
		Demonstrate a knowledge of various disinfectants as related to disease control and monitoring procedures for bacterial contaminants
		Demonstrate a knowledge of aseptic procedures
		Demonstrate a knowledge of purchasing, receiving and storing drugs and equipment
		Demonstrate a basic knowledge of safe handling of animals, equipment and drugs utilized in a veterinary practice
		Demonstrate a knowledge of zoonotic diseases and public health risks
		Demonstrate a knowledge of the risks involved in the use of various dangerous drugs
		Demonstrate a knowledge of emergency procedures and first aid for humans as well as animals
		Demonstrate a basic knowledge of animals affected by rabies
		Demonstrate a basic knowledge of the etiology, clinical signs, treatment and prevention of rabies
		Demonstrate a knowledge of quarantine procedures for animals exposed to or suspected of having rabies
		Demonstrate a knowledge of prophylactic procedures for humans

Date	Supervisor's Initials	Skill
		Demonstrate a basic knowledge of the relationship between humans and animals
		Demonstrate a knowledge of the grieving process a client may experience as a result of the loss of a pet
		Demonstrate a knowledge of handling irate or unreasonable clients
		Demonstrate a knowledge of handling the client and animal prior to, during and following euthanasia of an animal
		Demonstrate a basic knowledge of how sharp instruments used in veterinary practice should be handled and disposed of after use
		Demonstrate a knowledge of OSHA regulations regarding the handling, placement and disposition of used "sharps"
		Demonstrate a knowledge of companies licensed to handle the disposal of used sharps containers and biological wastes
		Demonstrate the ability to identify the most common breeds of dogs, cats, horses, cattle and swine
		Identify common breeds of sheep, goats, birds and "pocket pets"
		Demonstrate a knowledge of routine immunization procedures administered to most common small and large animal species
		Know the appropriate immunization procedures for birds and exotic animals
		Demonstrate a knowledge of the appropriate questions to ask the client when taking the history of the patient

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate the ability to differentiate post-history from present history
		Demonstrate ability to obtain a specific systems history
		Demonstrate the ability to "check-in" products received by the veterinary clinic or hospital
		Demonstrate the ability to record food, drugs and equipment received by the veterinary clinic or hospital
		Demonstrate the ability to record and store controlled substances received by the veterinary facility
		Evaluate the condition of materials received in shipment by the veterinary facility
		Properly handle damaged or contaminated goods received in shipment
		Demonstrate a knowledge of current over-the-counter pet foods and pet supplies commonly dispensed by a veterinary clinic or hospital
		Demonstrate a knowledge of over-the-counter products commonly dispensed by a veterinary clinic or hospital
		Identify commonly used veterinary equipment
		Demonstrate a knowledge of new drugs in the veterinary market
		Demonstrate a basic knowledge of epidemiological diseases recognized by the Texas Department of Health, including rabies, brucellosis, tuberculosis, Mad Cow Disease, Lyme disease, Coccidioidomycosis, Yersina Pestis, Hog Cholera and Pseudorabies

Date	Supervisor's Initials	Skill
		Demonstrate a basic knowledge of public health concerns with veterinary medicine
		List in order the levels of public health awareness from International to local, including Texas Department of Public Health, Centers for Disease Control, County Public Health Departments, Texas Animal Health Commission
		Identify basic animal anatomy on a live animal as well as a pictorial
		Be able to identify basic differences in species anatomy, i.e.s ruminants, camelids, equine, porcine, canines, felines
		Demonstrate a knowledge of anatomy of the hoof, horns, and mammary gland
		Explain what professionalism and what ethics mean to you
		Demonstrate basic knowledge of Texas jurisprudence relating to veterinary medicine
		Demonstrate how to use a Material Data Safety Sheet
		Demonstrate basic knowledge about eye washes, protective wear and emergency procedures in house
		Demonstrate a basic knowledge about recognizing a true emergency, i.e., consciousness, hemorrhaging, toxicity, cardiac arrest, apnea, urinary blockage, dystocia, seizures, fractures
		Demonstrate (in order) a basic examination procedure for evaluating a trauma victim
		Give proper nomenclature for the abbreviations in Appendix B

APPLICANT'S NAME

Name: _____



Date	Supervisor's initials	Skill
		Demonstrate the proper lifting technique for dogs and cats
		Demonstrate the proper restraint technique for dogs and cats
		Correctly identify the drugs most commonly used for chemical restraint of animals, including xylazine, domitor, acepromazine, ketamine and torbutrol or combinations
		Describe/demonstrate the proper method for catching and haltering a horse
		Demonstrate the proper method for placing a lead on a dog
		Demonstrate the proper method for removing a cat from a cage
		Demonstrate the ability to move the "hard-to-handle" or fractious animal
		Describe how an animal might signal its intent to kick and/or bite
		Demonstrate how to restrain an animal that has the desire to bite
		Demonstrate how to apply a muzzle
		Demonstrate a knowledge of OSHA regulations pertaining to a veterinary practice, including the MSDS and the written hazard communication plan
		Recite your clinic's fire evacuation plan
		Know how to properly label secondary containers with appropriate safety information
		Show how to place a dog or cat in a sternal, dorsal and lateral recumbency
		Demonstrate a skin twitch, foot restraint for the equine

Date	Supervisor's initials	Skill
		Subtly communicate with the doctor if you feel a lump or abnormality on the animal during restraint
		Provide new puppy information to clients, including advice on house training, puppy-proofing the house, vaccination schedule, flea and tick control, chewing, feeding, spaying/neutering and intestinal parasites
		Provide new kitten information to clients, including advice on litter box use, kitten proofing the house, vaccination schedule, Feline Leukemia Virus and Feline Immunodeficiency Virus testing, flea and tick control, feeding, spaying and neutering and intestinal parasites
		Demonstrate how to use and clean the rectal and ear thermometer
		Know the normal temperature for the dog, cat and horse
		Demonstrate consistency and accuracy in taking the pulse and respiration rates for dogs, cats and horses
		Demonstrate the proper way to measure the CRT
		Demonstrate the proper use of suture scissors in removal of suture
		Demonstrate proper evaluation of the incision following the removal of sutures
		Develop an understanding and proper use of sharps disposable containers
		Collect and dispose of biohazardous materials in a manner consistent with OSHA regulations
		Demonstrate the proper usage of the fecal loop on small animals
		Demonstrate the proper procedure in obtaining fecal samples from the large animal, including use of the palpation sleeve

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Show the necessary practical knowledge of fecal quantities needed for flotations
		Recognize a fresh fecal sample
		Explain the options available for disposition of euthanized or deceased animals, i.e., home, cemetery or communal
		Identify the options available through cremation, i.e., individual or communal
		Demonstrate the proper method in preparing the body for presentation
		Understand the need for proper decorum when presenting the deceased animal to its owner
		Demonstrate urine collection through catheterization of male animals
		Understand the procedure for urine collection through cystocentesis
		Demonstrate the collection of urine through natural means
		Explain why certain methods of collection can or cannot be used for culturing microorganisms
		Indicate which method of collection is preferred for bacterial cultures
		Explain the risks of injury to the patient for each method of urine collection
		State why the morning sample is generally the most desirable, i.e., it is most concentrated and least affected by diet
		Name and locate common sites for venipuncture employed in all domestic animals
		Distinguish between sites commonly used and those not so commonly employed on various species

Date	Supervisor's Initials	Skill
		Describe and demonstrate the proper procedure in wrapping the tail in preparation for a vaginal examination or cervical culture
		Demonstrate proper technique in obtaining parasitic material inside the external ear canal
		Illustrate method for mounting parasitic material on microscope slide using oil
		Prepare microscope for viewing the parasite, i.e., proper objective for suspected parasite
		List the two sights most commonly used for venipuncture in a horse, cow, dog and cat
		Show how to make a blood film slide and proper staining techniques
		Show how to properly prepare a blood sample for an automated cell counter and a manual differential using differential quick staining procedures
		Show a knowledge of recognition of lice, mites, fleas and ticks
		Show how to prepare a slide for lice and mites
		Explain proper timeframes for heartworm testing and preventatives
		Demonstrate a basic knowledge about the heartworm cycle and be able to explain accurately to a client
		Demonstrate a basic knowledge about different heartworm testing procedures, including occult, direct, Knott's, etc.
		Demonstrate how to set up a fecal sample using both floatation and sedimentation procedures
		Demonstrate how to set up and identify Giardia

APPLICANT'S NAME

Name: _____



LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate a knowledge about identifying: Coccidia, Ascarids, Strongyles, Trichuris, Ancylostoma, and Toxoplasma concerning shape, size and cell organization
		Demonstrate how to recognize on a prepared slide cocci, rods Gram+ and Gram- bacteria
		Demonstrate how to set up a culture plate and antibiotic sensitivity plates
		Demonstrate knowledge as to placing electrodes on the patient and the different leads
		Demonstrate how to prepare the udder and teats for sampling
		Demonstrate a basic knowledge of mastitis, i.e., causes, color changes and testing procedures
		Demonstrate how to do a urinalysis with the dip stick method
		Show how to set up a slide for sedimentation and crystal identification
		Show how to use a refractometer for specific gravity
		Understand the use of dosimeters
		Understand the necessary use of gowns, gloves and other protective wear
		Demonstrate knowledge of the safety shut-off for the X-ray unit
		Understand and obey the prohibition against expectant mothers and children age 18 or under in the radiology area
		Understand the production of X-ray images and the dangers involved

Date	Supervisor's Initials	Skill
		Know the basic operation of the film processing system
		Demonstrate knowledge of the proper care and handling of cassettes and film
		Basic restraint procedures for positioning
		Demonstrate knowledge of using positional aids
		Understand why film must be labeled
		Be familiar with the implemented filing system whether it is numerical or alphabetical
		Understand that film has an expiration date, ideal temperature and humidity, and proper storage technique
		Demonstrate knowledge of correct procedure for replacing chemicals, i.e., mixing ratios and correct tank placement
		Understand chemical contamination and the visual signs associated with it
		Demonstrate proper procedure in the use of the auto processor, including removal of film from cassette, labeling of film, reloading of film cassette, correcting fluid levels and running daily test film
		Demonstrate proper procedure in developing radiographs manually, including loading and unloading the film cassette, following time/temperature directions for developer and fixer, rinsing and drying film
		Demonstrate knowledge and use of appropriate information for maintaining a radiological log, including radiograph number, patient's name, date, machine settings for each view, body area exposed and staff taking the radiograph

APPLICANT'S NAME

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Show ability to correctly measure animal in the position for filming
		Demonstrate use of chart for setting the X-ray machine and determining the appropriate kV value according to animal's measurement
		Demonstrate proper method for cleaning radiograph screens
		Demonstrate ability to identify the parts of an ultrasound machine, including probe sizes
		Understand transverse vs. linear views
		Understand B mode vs. M mode echo
		Know how to restrain/position animal for appropriate area to be viewed
		Know how to prepare animal for ultrasonography
		Know how to clean the U/S machine after use
		Demonstrate the ability to bathe and dip a patient or patients
		Understand the basic hazards and species susceptibilities to certain bath and dip products
		Demonstrate the ability to follow accepted procedures when bathing or dipping patients
		Demonstrate the ability to properly mix and use insecticides
		Demonstrate a knowledge of systemic insecticides, including indications and tonicities
		Demonstrate a knowledge of the clinical signs of insecticide poisoning in animals

Date	Supervisor's Initials	Skill
		Demonstrate a knowledge of how to safely care for animals in runs, cages, stalls and paddocks
		Demonstrate the ability to work safely with critically ill or seriously injured patients
		Demonstrate the ability to use safe procedures when assisting the veterinarian with a client's property
		Demonstrate an ability to recognize unsafe procedures and/or equipment in the confinement area
		Demonstrate a knowledge of the types of bedding materials used in housing animals in a veterinary practice
		Demonstrate a knowledge of when bedding materials should be changed
		Demonstrate a knowledge of the proper disposition of used bedding materials
		Demonstrate a knowledge of the care and disposal of bedding material that has been used for patients with an infectious disease
		Demonstrate a knowledge of special bedding needed by patients with unique problems
		Demonstrate a knowledge of disinfection procedures of bedding areas
		Demonstrate a knowledge of security of bedding areas
		Demonstrate a knowledge of, and the ability to recognize, hazards in the areas where patients are housed
		Demonstrate a knowledge of proper sanitary procedures to use in changing bedding materials
		Demonstrate a knowledge of common maintenance and repair requirements of cages, kennels and stalls, including the lubrication, repair and replacement of gate latches, hinges and other items

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate a knowledge of adequate feed and watering devices used in kennel or stall areas
		Demonstrate a knowledge of auxiliary equipment kept in kennel or stall area
		Demonstrate a knowledge of common restraint devices and equipment used in a mixed or large animal practice for the treatment of horses, cattle, goats and swine
		Demonstrate the ability to use equipment commonly employed in a mixed animal veterinary practice
		Demonstrate the ability to recognize specialized equipment that may be employed for use in a large animal practice
		Explain the protective clothing needed for isolation areas
		Define what diseases may need isolation
		Explain a basic knowledge of disposing of contaminated waste and carcasses
		Explain a basic knowledge of sanitation procedure of isolation areas
		Explain and show a basic knowledge on special handling of immune-suppressed animals
		Demonstrate the ability to recognize the exotic animals most commonly encountered in a veterinary practice
		Demonstrate the ability to recognize the laboratory animals most commonly encountered in a veterinary practice
		Demonstrate the ability to recognize the animals most commonly encountered in zoo medicine
		Demonstrate a knowledge of safe handling methods for exotic and laboratory animals

Date	Supervisor's Initials	Skill
		Demonstrate a knowledge of restraint techniques used with common exotic and laboratory animal species
		Demonstrate basic animal care procedures when working with birds, including: __ a. Provide accurate and helpful client education concerning bird husbandry at home, including how to bring a bird to the veterinary clinic, how to provide a proper environment for the bird and how to provide food and water __ b. Use proper procedure when assisting with birds, including assisting in the collection of fresh fecal specimen, oral examination, crop wash, venipuncture and radiographs __ c. Practice appropriate bird husbandry in the clinic setting, including administration of medications, administering wing clips, trimming nails, providing proper environment, taking weights and examining feces
		Demonstrate basic animal care procedures when working with reptiles, including: __ a. Provide accurate and helpful client education concerning reptile husbandry at home, including natural habitat of animal, environmental requirements, food and water regimen and feces habits __ b. Use proper procedure when assisting with reptiles, including assisting with a colonic wash, stomach lavage, venapuncture and radiographs __ c. Practice appropriate reptile husbandry in the clinic setting, including providing the appropriate environment, assisting with medications, and providing the appropriate diet of food, water and vitamins
		Demonstrate basic animal care procedures when working with ferrets, including: __ a. Assisting in the collection of samples and giving medications __ b. Provide sound client education __ c. Understand the risk of exposure to human and other animal diseases __ d. Demonstrate an understanding of the necessity of heartworm preventative and the use of feline flea control products __ e. Know what depressed or moribund behavior indicates

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate basic animal care procedures when working with rabbits, including: _ a. Demonstrate proper restraint technique with injured rabbits and rabbits undergoing radiography _ b. Demonstrate ability to assist the doctor with IV medications and taking a blood sample
		Demonstrate basic animal care procedures when working with rodents, including: _ a. Demonstrate knowledge of penicillin-related risks in guinea pigs, rabbits and hamsters _ b. Understand the appropriate breeding age of female guinea pigs _ c. Demonstrate the ability to prepare and maintain the proper living environment for rodents _ d. Demonstrate awareness of nutritional needs peculiar to rodents
		Initiate and complete the proper autoclaving of instruments using moist pressure autoclave, gas sterilization (ethylene oxide) and chemical sterilization
		Design a standard procedure for cleaning all stainless steel instruments
		Outline the procedure for ultrasonic cleaning of instruments
		Illustrate the techniques employed in lubricating instruments during the cleaning process
		Demonstrate proper procedure for preparation of small and large animal surgery packs
		Ensure that all dental equipment is clean and usable for performing prophylactic treatments
		Assess all safety stations to ensure that they meet OSHA standards
		Determine that all active scavengers are working properly in evacuating anesthetic gases as needed

Date	Supervisor's Initials	Skill
		Ensure that all sharps and cutting blades are removed and disposed of properly following surgical procedures
		General surgical pack, small animal
		General surgical pack, large animal
		Demonstrate a knowledge of shaving, prepping, surgical scrubs for surgery
		Demonstrate a knowledge of preparing special needs areas like eyes, ears and orthopedics
		Demonstrate how to set up the surgical suite and surgical prep areas for doctors and assistants
		Demonstrate how to use an autoclave safely and the steps that are required from turning on the autoclave to taking out the autoclaved packs
		Demonstrate a basic knowledge on the use, operation and safety procedures
		Demonstrate a basic knowledge of cold sterilization as per instruments, fluids, cleaning procedures, frequency, and limitations of sterility
		Show a basic knowledge about equine neonate special needs as related to constipation, tetanus, colostrum, isoerythrolysis and passive immunity
		Show a basic knowledge about colostrums and passive immunity concerning bovine, caprine, ovine, canine and feline
		Show how to handle and revive small animal neonates after a Caesarian section or normal delivery
		Show a basic knowledge about hypoglycemia and hypothermia as related to neonates

Name: _____



LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Explain and show a basic knowledge of pulse oximeter, apnea alerts and esophageal stethoscopes
		Explain a basic knowledge of a crash cart, anesthetic emergencies, CPR
		Show or demonstrate a basic knowledge about surgical assessment of the patient during surgery, including which parameters should be monitored and logged
		Demonstrate basic knowledge about post-surgical care
		Explain why animals must be fasted prior to anesthesia
		Explain the different planes of anesthesia to monitor depth of anesthesia.
		Explain why hypoventilation is dangerous for the patient
		Describe and demonstrate the proper method for administration of a topical and an oral drug: ___ a. Equine: paste or topical ___ b. Bovine: bolus, paste or topical ___ c. Canine/feline: tablets, capsules, liquid, topical
		Describe the proper method and procedures for storage of animal feeds
		Demonstrate correct measurement of food quantities
		Demonstrate accurate reading of food labels
		Demonstrate correct reading and performance of written instructions for animal feeding
		Correctly report animal food and water consumption rates

Date	Supervisor's Initials	Skill
		Define and describe the correct procedure for hydrotherapy
		Describe proper administration of hydrotherapy
		Demonstrate proper technique for trimming nails on dogs and cats
		Describe proper foot care for the equine
		Define what an emergency is
		Describe what is required to administer CPR
		Describe normal behavior of dog, cat, horse and cattle
		Define situation that requires notification of the LVT or DVM
		List diseases that can be managed with prescription diets
		List prescription diets available
		Describe restraint needed to administer an enema
		List equipment needed to administer an enema
		Demonstrate the proper manner of preparing enema fluids and administering enemas
		Describe methods of wound protection/ bandaging
		Define artificial insemination
		List equipment needed for AI of canine, equine and bovine
		Be able to identify an endoscope

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		List three things not to do to an endoscope
		List supplies needed for cleaning an endoscope before storage
		Describe how to properly prepare for and administer subcutaneous injections
		Demonstrate the ability to clean an open wound
		Describe methods of wound protection, medication and bandaging
		Recognize common dental instruments, including scalars, elevators, probes, polishers and curettes
		Demonstrate knowledge of common dental procedures and techniques, including: __ a. Manual and machine techniques for removing sub-gingival tartar __ b. Probe and measure depth of pockets __ c. Observe teeth and note missing teeth, fractured teeth, cavities and neck lesions __ d. Observe gums and note swelling, inflammation, drainage and growths __ e. Examine lips and tongue for ulcerations or growths __ f. Alert the doctor to loose teeth, fractured teeth, growths, deep pockets, etc. __ g. Smooth enamel with polisher
		Understand the need for abscess/pain medicine
		Demonstrate knowledge of nutritional needs based on life stages and size of animal
		Demonstrate understanding of prescription diets, including __ a. Learning objectives under CVA 208, "Prescription Diets" __ b. Nutritional needs based on nature of disease such as kidney and urinary tract diseases and trauma

Date	Supervisor's Initials	Skill
		Demonstrate and knows CPR procedures, including assessment of airway, breathing, and circulation and the application of chest compression and breathing assistance
		Understand how to respond to emergency situations, including seizures, GCV, poison, heat stroke, dystocia, bleeding, trauma and inability to urinate
		Demonstrate ability to identify animals less than three weeks of age and to give appropriate care to newborns, including temperature control, feeding, stimulation of elimination functions, and provisions for bedding
		Demonstrate ability to identify animals that are more than three weeks of age and to give appropriate care to these animals, including food formulas and getting animal to eat, water, urination and defecation and socialization
		Demonstrate the proper techniques to express anal sacs on dogs and cats
		Describe the safety measures for cleaning ears
		Demonstrate the ability to clean both dog and cat ears
		Demonstrate knowledge of proper procedure for administering fluids subcutaneously
		Demonstrate understanding of: __ a. How to maintain the IV line and catheter __ b. How to maintain proper fluid dispense rate with or without use of fluid pump __ c. How to ensure continuous flow of IV fluid in feline patients
		Know how and where to tattoo dogs for ID purposes
		Know how to read greyhound tattoos

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Know local standards for tattoos in bite cases
		Know how to put ear tags in cattle
		Know how to read notches in pig ears
		Know advantages and disadvantages of microchips and how to scan for them
		Demonstrate how to use swimming to aid recovery from back/leg injuries
		Know how to use "bicycling" the leg following FHO procedure or in a paraparetic animal
		Know how to properly walk an animal with a support sling
		Coupage for pneumonia treatment
		Demonstrate knowledge of proper use of fluorescein, including preparation of the eye, application of fluorescein, examination of corneas, use of woods lamp, drainage through nasolacrimal ducts
		Understand the function and use of the Schiottz tonometer, including use of computerized tonometer, calibration, taking a reading, and confirming a reading
		Understand the function and use of the Schirmer
		Demonstrate ability to prepare bedding to reduce risk of ulceration to pressure points
		Know how and when to turn patients and to do coupage
		Demonstrate understanding of need to keep patient clean and dry, including emptying of bladder and removal of feces
		Know how to maintain muscle tone in patient legs

Date	Supervisor's Initials	Skill
		Demonstrate ability to hand or tube feed a recumbent patient and the use of parenteral nutrition
		Identify appropriate IM injection sites
		Know how to administer IM injections
		Identify common sites for catheter placement, including cephalic, lat saphenous, jugular
		Demonstrate ability to prepare area for IV catheter placement
		Demonstrate proper technique for placement of catheter
		Understand the purpose of the pharyngostomy tube
		Know how to flush water through pharyngostomy tube to insure patency
		Know how to keep the pharyngostomy tube and the insertion point through skin clean
		Recognize the different types of tube feeding, including nasogastric, orogastric, pharyngostomy, esophagostomy, gastrostomy, jejunostomy
		Understand the different types of diets required for various types and locations of the feeding tube
		Be able to follow a feeding schedule determined by the doctor as to frequency and quantity to be fed
		Know how to judge when appropriate amount has been given
		Identify the following sizes of syringes commonly used in veterinary medicine: 3cc, 6cc, 12cc, 20cc, 35cc, 60cc, 1cc tuberculin, insulin

Name: _____

LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate the proper method employed in: ___ a. Filling a syringe with medication ___ b. Administering medication through non-vascular parenteral application ___ c. Calculating the precise volume of medication in the filled syringe, i.e., reading the calibration from the front or top ring
		Illustrate individual knowledge in the common methods of parenteral application, including intravascular, intramuscular, subcutaneous and intraperitoneal
		Verify an understanding of the numerous needle gauges and length variations
		Explain the proper and improper method of disposing of syringes, needles and other sharp objects
		Identification of controlled substances
		Understanding proper storage and record keeping for controlled substances
		Identifying expired substances and knowing how to properly dispose of them
		Give an example of all of the required identifiers on a pharmacy label that the Texas state board requires
		Double check all items, dispensing bottle, pharmacy bottle and record before releasing a prescription
		Show a basic knowledge of the general groups of pharmacologicals, i.e. antibiotics, anti-inflammatories, intestinal motility modulators, steroids
		Identify the need for organization, inventorying, and checking expiration dates in a pharmacy
		Demonstrate how to use a controlled substance log input and dispensed

Date	Supervisor's Initials	Skill
		List the safety procedure for storing controlled substances
		Recognize expired controlled substances and contacting authorities about disposing of controlled substances properly
		Explain the proper method of disposing of syringes, needles and other sharp objects
		Show how to calculate a dosage from concentration of drug, weight of animal, and required dosage
		Give the correct alignment from smallest to largest of needles beginning with a 12 g, 18 g, 20 g, 22 g and 25 g
		Know the intrinsic factors that determine route of administration include absorptiveness of drug, distribution, excretion and metabolism
		Extrinsic factors may include temperament of animal, basic working facilities and availability.
		Collect/obtain information relative to the animal being boarded and/or discharged
		Discuss the charges of, rationale for and boarding costs
		Post/record money collected to the appropriate place
		Cheerfully interact with clients
		Demonstrate and/or describe the method to schedule an appointment using positive reinforcement techniques
		Define the different methods by which a medical record or radiograph can be stored and filed



APPLICANT'S NAME

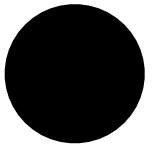
Name: _____



LEVEL III SKILLS VALIDATION CHECKLIST

Date	Supervisor's Initials	Skill
		Demonstrate the proper method for filing a medical record, radiograph and rabies or health certificate
		Demonstrate proper verbal skills when greeting clients
		Demonstrate proper telephone skills
		Define basic computer terms such as monitor, CPU, keyboard, printer, modem, software, hardware, disk, field and memory
		Demonstrate the ability to open and retrieve client data on a computer with software designed for veterinary use
		Demonstrate the ability to print a client invoice for patient discharge and rabies certificate for the client

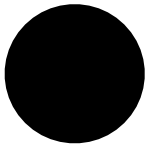
Date	Supervisor's Initials	Skill
		Demonstrate knowledge and ability to: <ul style="list-style-type: none"> __ a. Collect patient information such as major symptoms, current diet and medications, brief history, etc. __ b. Review estimate of diagnostic tests and treatment costs __ c. Collect deposit, if necessary __ d. Obtain signed consent form for surgery, anesthesia and/or treatment, including phone number where client can be reached __ e. Have client identify location of growths or suspicious spots and mark sites visually __ f. Alert the client and doctor if any lab tests will be required prior to anesthesia __ g. Ask the client if she/he would like animal to have dental prophylaxis while animal is under anesthesia for surgery __ h. At discharge, review bill and collect payment __ i. Review discharge instructions with client, including directions for feeding, exercise restrictions, incision and wound care, follow-up appointment, and administration of medications __ j. Demonstrate ability to prepare appropriate certificates, including rabies, health, proof of vaccination, Coggins test, Brucellosis test, pseudorabies, and hog cholera



BASIC MEDICAL TERMINOLOGY

LEVEL III APPENDIX A

- **Anesthesia** - The resulting condition that leads to a loss of sensation and consciousness needed for surgery
- **Anorexia** - A loss of appetite
- **Aortic Valve** - The valve separating the left ventricle from the aorta
- **Apnea** - The cessation of breathing
- **Ascites** - Fluid buildup in the abdomen usually from liver failure or right-sided heart failure
- **Aural** - Tissue and organs associated with the ear
- **Bradycardia** - The slowing down of the heart rate
- **Caecum** - In carnivores and omnivores a usually small out pouching, located at the junction of small and large intestines, in herbivores, it is an extremely large and important part of the anatomy and digestion
- **Camelids** - Three compartment stomach in animals, i.e. llama, alpacas
- **Caudal** - Position of the body or structures located towards the tail
- **Colic** - A term used to denote abdominal pain
- **Colostrums** - Refers to the first milk after parturition that contains high levels of antibodies
- **Cranial** - Positioning of the body or structures located towards the head
- **Diabetes Mellitus** - A condition that results in the pancreas not producing enough insulin resulting in hyperglycemia
- **Diaphragm** - A muscle that separates the abdomen from the thorax and is important in respiration
- **Diarrhea** - Condition of bowel movements occurring more frequently than normal
- **Dorsal** - Positioning of the body or structures located on the back side
- **Duodenum** - Portion of the small intestine located directly after the stomach
- **Dyspnea** - Difficulty with breathing
- **Dystocia** - Difficulty with labor and delivery
- **Ehrlichia** - Rickettsial organism
- **Electrocardiogram** - EKG or ECG, a measurement of electrical activity across the heart to determine arrhythmias or defibrillation
- **Giardia** - A flagellate protozoan organism often causing diarrhea
- **Hepatic** - Tissues associated with the liver
- **Hyperglycemia** - A condition in which the pancreas is not producing enough insulin or, in cats, a possible reaction to stress
- **Hyperthermia** - The condition in which the body has higher than normal internal temperature
- **Hyperthyroid** - A condition in which the thyroid gland is over producing; overproduction of thyroid hormone
- **Hypothermia** - The condition in which the body has a lower than normal internal temperature
- **Insulinoma** - A tumor in the pancreas that produces high levels of insulin causing hypoglycemia
- **Lateral** - Positioning of the limb structures on the limbs away from the center of the body
- **Leukemia** - A disease or cancer resulting in an abnormal hemogram
- **Lipemia** - Condition in which the serum contains high amounts of fats
- **Medial** - Positioning of the limbs or structure on the limbs on the inside
- **Mitral Valve** - The two-leaved valve separating the left atrium from the left ventricle
- **Musculoskeletal** - Muscles and bone, dynamics, and kinetics of the supporting systems
- **Myopathy** - A syndrome or disease involving the muscles
- **Oblique** - A direction that cut across the regular planes in a diagonal fashion
- **Occult** - Hidden from view
- **Os Penis** - A bone located in the penile tissue surrounding the urethra in the dog
- **Palmar** - Relating to the bottom side of the back paw or hoof
- **Paralysis** - The permanent loss of nerve sensation
- **Paresis** - The temporary loss of nerve sensation
- **Periodontal** - The structures that surround the tooth
- **Plantar** - Relating to the bottom side of the back paw or hoof
- **Plasma** - The fluid that is separated from a whole blood sample that includes all clotting factors and protein
- **Pneumonia** - A condition in the lung resulting from infection
- **Polypnea** - Rapid breathing
- **Prion** - A sub-particle responsible for disease conditions like Mad Cow Syndrome
- **Prostate** - Accessory sex organ located caudal to the neck of the bladder
- **Pulmonary** - Pertaining to the lungs, bronchi, and vasculature of the lungs
- **Pulmonary Valve** - The valve separating the right ventricle from the Pulmonary artery
- **Renal** - Tissue relating to the kidneys
- **Scrotum** - Sack that contains the testicles
- **Serum** - The fluid that is separated from whole blood samples that is void of clotting factors and protein
- **Sternal** - Positioning of the body on the sternum or chest
- **Tricuspid Valve** - The three leaved valve separating the right atrium from the right ventricle
- **Urethra** - Tubular structure leading away from the urinary bladder
- **Ventral** - Positioning of the body or structures located on the side away from the back
- **Ventricles** - The chambers of heart responsible for pumping blood to the lungs and body
- **Vulva** - External structure that leads into the Vagina in females



COMMON MEDICAL ABBREVIATIONS

LEVEL III APPENDIX B

- **ALK** - Alkaline Phosphatase
- **BID** - Dosing every 12 hours
- **BUN** - Blood Urea Nitrogen
- **BX** - Biopsy
- **C&S** - Culture and Sensitivity
- **CBC** - Complete Blood Count
- **CHPH** - Chloramphenicol
- **COPD** - Chronic Obstructive Pulmonary Disease
- **CPR** - Cardio-Pulmonary Resuscitation
- **C-Section** - Caesarian Section
- **DDX/DIFF** - Differential Diagnosis
- **DIC** - Disseminated Intravascular Coagulation
- **DOA** - Dead on Arrival
- **DX** - Diagnosis
- **ECG/EKG** - Electrocardiogram
- **EEG** - Electroencephalogram
- **ELISA** - Enzyme-Linked Immunosorbent Assay
- **EOD/QOD** - Dosing every other day
- **Ex** - Exam
- **FLUDT** - Feline Lower Urinary Tract Disease
- **FX** - Fracture
- **GVD** - Gastro-volvulus Dilation
- **HBC** - Hit by Car
- **HW** - Heartworms
- **HX** - History
- **IBD** - Inflammatory Bowel Disease
- **IOP** - Intraocular Pressure
- **PCV/HCT** - Packed Cell Volume/Hematocrit
- **PD** - Polydipsia Excessive Thirst
- **PDA** - Patent Ductus Arteriosus
- **PPA** - Phenylpropanolamine
- **PU** - Polyuric Excessive Urination
- **QID** - Dosing every 6 hours
- **RBC** - Red Blood Cell, RBC count or hemogram
- **Rx** - Prescription
- **S.G.** - Specific Gravity
- **SID/QD** - Dosing every 24 hours
- **TID** - Dosing every 8 hours
- **TPR** - Temperature/Pulse and Respiration
- **TX** - Treatment
- **U/S** - Ultrasound
- **URT** - Upper Respiratory Tract
- **V/D** - Vomiting/Diarrhea
- **WBC** - White Blood Cell count or leukogram